

**Enrolled Minutes of the Forty-eighth Regular or Special Meeting  
For the Twenty-Seventh Highland Town Council  
Regular Meeting  
Monday, November 11, 2013**

*Study Session.* The Twenty-Seventh Town Council of the Town of Highland, Lake County, Indiana met in a study session preceding the regular meeting on Monday, November 11, 2013 at 6:30 O'clock P.M. in the regular place, the meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

**Silent Roll Call:** Councilors Mark Herak, Konnie Kuiper and Bernie Zemen were present. Councilor Dan Vassar was absent to mourn the death of his father, Larry Vassar. The fourth ward councilor seat is vacant owing to the November 1 resignation of Brian Novak. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

**General Substance of Matters Discussed.**

1. The Town Council discussed the agenda of the imminent regular meeting.
2. The Town Council discussed the matter of the Advisory Board of Zoning Appeals.
3. The Town Council discussed that it would be meeting in a work-study session immediately following the plenary business meeting.

The study session ended at 7:00 O'clock p.m.

*Regular meeting.* The Twenty-Seventh Town Council of the Town of Highland, Lake County, Indiana met in its regular session on Monday, November 11, 2013 at 7:05 O'clock P.M. in the regular place, the plenary meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

The Town Council Vice President, Bernie Zemen, as acting president, presided and the Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings. The meeting was opened with Councilor Mark A. Herak reciting the Pledge of Allegiance to the Flag of the United States of America and offering a prayer.

**Roll Call:** Present on roll call were Councilors Mark Herak, Konnie Kuiper and Bernie Zemen were present. Councilor Dan Vassar was absent to mourn the death of his father, Larry Vassar. The fourth ward councilor seat is vacant owing to the November 1 resignation of Brian Novak. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

**Additional Officials Present:** Rhett L. Tauber, Town Attorney; Peter Hojnicky, Metropolitan Police Chief; John M. Bach, Public Works Director; William R. Timmer, Jr., CFOD, Fire Chief; and Kenneth J. Mika, Building Commissioner; and Alex M. Brown, CPRP, Parks and Recreation Superintendent were present.

Also present were Randy Bowman, Assistant Inspector for Electric; and Ed Dabrowski, IT Director (contract).

**Minutes of the Previous Meetings:**

The minutes of the regular meetings of October 14 and October 28 2013 were approved by general consent.

**Special Orders:**

1. **Special Election(s):**

**Elect Town Council President for unexpired Term.** *Town Councilor Brian Novak submitted his resignation from the Town Council and for his Office of President effective on November 1, 2013. Section 2.05.040 (C) of the Highland Municipal Code provides that "should a vacancy occur in either office during the term, the Town Council shall select from its membership a replacement who shall serve for the balance of the unexpired term of the vacated office."*

Councilor Herak nominated Councilor Konnie Kuiper to fill out the unexpired term as Town Council President. Councilor Kuiper declined the nomination.

Councilor Herak nominated Acting Council President Bernie Zemen to fill out the unexpired term as Town Council President. There were no further nominations.

Councilor Herak that Acting President Zemen be elected President of the Town Council. Councilor Kuiper seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. Councilor Zemen was elected.

**Elect Town Council Vice President for the unexpired term.**

The election of Councilor Zemen to President created a vacancy in the position of Vice President, it became in order to elect a vice president.

Councilor Herak moved to elect Councilor Kuiper as Vice President of the Town Council. Councilor Kuiper seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. Councilor Kuiper was elected Vice President.

2. **Public Hearing:** Proposed Additional Appropriations in Excess of the 2013 Budget for the Innkeeper Tax Fund in the amount of \$17,739.

(a) Attorney verification of Proofs of Publication: The TIMES 31 October 2013. The Town Attorney verified that the proofs of publication complied with IC 5-3-1.

(b) **Public Hearing.** The Town Council called the public hearing to order.

1. Tom Black, 3515 Garfield Avenue, Highland. Inquired about the cost of the price of the decorations for which the additional appropriations were being considered.

(c) Action on **Appropriation Enactment No. 2013-50:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Innkeeper Tax Fund, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

Councilor Herak introduced and filed **Enactment No. 2013-50.** There was no further action taken.

3. **Advisory Board of Zoning Appeals Docket:** Petition for a Use Variance for property located 2725 Garfield, **Highland**, to allow use of the property as a single family use in property which is currently zoned as B-2 Central Business District. Petitioner: **Constance E. Bell** 444 Putter Point Court, Naples Florida. The Advisory Board of Zoning Appeals by a vote of three (3) in favor and zero (0) opposed acted to **favorably recommend the request for the use variance** for the property. The ABZA acted at its meeting of 23 October 2013. The findings of fact were memorialized and the board approved the facts in written form at its meeting of \_\_\_\_\_ 2013. (90 days ends 21 January 2014).

*Pursuant to IC 36-7-4-918.6, the Town Council may either accept the favorable recommendation and GRANT the requested use variance or it may reject (over rule) the favorable recommendation and DENY the use variances.*

Councilor Kuiper moved to accept the favorable recommendation of the Advisory Board of Zoning Appeals and grant the use variance as requested. Councilor Herak seconded. Upon a roll call vote, there were two affirmatives and one negative. With Councilors Kuiper and Zemen voting in the affirmative and Councilor Herak voting in the negative, the motion failed for having not attained to the *statutory majority* required under IC 36-5-2-9.4(a).

There was a colloquy between Councilor Herak and the Public Works Director regarding the public works director's understanding that the owners of the house in question, were seeking to sell the home and the variance request was being sought to facilitate financing for prospective buyers who are presently tenants at the address.

### Staff Reports:

No building report for October.

#### • Building & Inspection Report for September 2013

Permit	Number.	Residential	Commercial	Est. Cost	Fees
Commercial Buildings:	0	0	0	\$0.00	\$0.00
Commercial Additions or Remodeling:	4	0	4	\$109,657.00	\$1,795.50
Signs:	7	0	7	\$56,512.00	<b>\$2,364.50</b>
Single Family:	0	0	0	\$0.00	<b>\$0.00</b>
Duplex/Condo:	0	0	0	\$0.00	<b>\$0.00</b>
Residential Additions:	1	1	0	\$14,000.00	<b>\$349.50</b>
Residential Remodeling:	132	132	0	\$948,439.00	<b>\$16,133.00</b>
Garages:	3	3	0	\$45,525.00	\$1,092.50
Sheds:	1	1	0	\$1,750.00	\$144.50
Decks & Porches:	6	6	0	\$41,070.00	\$1,474.50
Fences	14	14	0	\$36,323.00	\$1,319.00
Swimming Pools	0	0	0		\$0.00
DrainTile/ Waterproofing	2	2	0	\$7,809.00	\$223.00
Misc.	5	5	0	\$0.00	\$365.50
<b>TOTAL:</b>	<b>175</b>	<b>164</b>	<b>11</b>	<b>\$1,261,385.00</b>	<b>\$25,261.50</b>
<b>Electrical Permits</b>	31	22	9		\$3,072.00
<b>Mechanical Permits</b>	13	9	4		\$1,095.500
<b>Plumbing Permits</b>	12	7	6	0	\$1,428.90
<b>Water Meters</b>	1	1	0		\$230.00
<b>Water Taps</b>	1	0	1		\$330.00
<b>Sewer/Storm Taps</b>	0	0	0		\$0.00
<b>TOTAL Plumbing:</b>	<b>14</b>	<b>8</b>	<b>6</b>		<b>\$1,988.90</b>

**September Code Enforcement:**

Investigations: 158  
Citations: 12

**September Inspections:**

Building: 56      Electrical: 32      Plumbing: 10      HVAC: 5  
Electrical Exams: 2

• **Fire Department Report for October 2013**

	Month	2nd half of yr.
General Alarms	7	39
Still Alarms	6	30
Paid still alarms	10	22
Total:	23	

• **Workplace Safety Report for October 2013**

There was one incident. The following incident summary was filed:

Department	Injuries this Month	Year to Date 2013	Total in 2012	Restricted Days 2013	Lost Workdays This Year	Restricted Days Last Year (2012)	Lost Workdays Last Year (2012)
Parks	0	2	0	0	0	0	0
Fire	0	0	0	0	0	0	0
Police	0	8	10	0	0	0	0
Street	1	3	7	11	0	0	0
Water & Sewer	0	3	4	106	0	2	0
Maint.	0	0	1	0	0	0	0
Other	0	3	0	0	0	0	0
<b>TOTALS</b>	<b>1</b>	<b>19</b>	<b>22</b>	<b>11</b>	<b>0</b>	<b>2</b>	<b>0</b>

Effective January 1, 2002, OSHA changed the record keeping guidelines. The municipality now counts the number of days lost from the day after the injury until the employee returns to work. Weekend, holidays, vacation days or other days scheduled off are included in the lost days count to a maximum of 180 days.

**Unfinished Business and General Orders:**

1. **Works Board Order No. 2013-56:** An Order of the Works Board Approving and Authorizing the Metropolitan Police Chief to Purchase from Fox Valley Technical College of Appleton, Wisconsin for Evidence Technician Training, held in Highland on July 22-26, 2013.

Councilor Kuiper moved the passage and adoption of Works Board Order No. 2013-56. Councilor Herak seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The order was adopted.

**Town of Highland  
Board of Works  
Order of the Works Board 2013-56**

**An Order Approving and Authorizing the Metropolitan Police Chief to Purchase from Fox Valley Technical College of Appleton, Wisconsin a week long Evidence Technician Training to be held in Highland, Indiana on July 22-26, 2013 pursuant to I.C. 5-22.**

**Whereas,** The Town of Highland Metropolitan Police Department, as part of its public duties, has a responsibility for patrol, public safety and protection of life and property throughout the Town of Highland and, from time to time, it is necessary to purchase and or lease materials and supplies in order to carry out the functions of the department; and

**Whereas,** The Metropolitan Police Chief has identified Fox Valley Technical College of Appleton, Wisconsin to be the only vendor that offers this unique course in Evidence Technician Training at a price of \$15,000.00.

**Whereas,** The price for the purchase exceeds \$10,000.00 and, pursuant to Section 3.05.040(c) as well as Section 3.05.050(C)(1) of the Highland Municipal Code requires the express approval of the purchasing agency; and

**Whereas,** The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030 (A)(1)(b) of the Highland Municipal Code serves as the purchasing agency for the Metropolitan Police Department; and

**Whereas,** The Metropolitan Police Chief, pursuant to Section 3.05.050(D)(2) of the Highland Municipal Code, serves as the Purchasing Agent for the Metropolitan Police Department; and

**Whereas,** The Purchasing Agent, pursuant to Section 3.050.060(G)(2) of the Highland Municipal Code, expected that the purchase would not be in excess of \$25,000.00 and therefore, would like to purchase in the open market in accordance with Section 3.05.060(8)(2) of the Highland Municipal Code; and

**Whereas,** The purchase of this Evidence Technician Training will be supported by the Safe Neighborhood Grant, Fund #87, Project 15.

**Whereas,** The Town Council now desires to approve and authorize the Police Chief to complete the purchase pursuant to the terms and stated herein.

**Now, Therefore Be It Ordered** by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board of Municipality:

**Section 1:** That the Works Board hereby finds and determines that the purchase as an individual purchase represents a duly executed a single source purchase pursuant to IC 5-22 and Section 3.05.060(I)(14) and a purchase of service pursuant to Section 3.05.090 of the Highland Municipal Code;

**Section 2:** That the terms and charges for the evidence training are in the unit amount of fifteen thousand dollars (\$15,000.00) is found to be reasonable and fair;

**Section 3:** That the Metropolitan Police Chief is now authorized and approved to execute the purchase agreement and any additional documents in order to implement this purchase and then file these documents as financial materials with the Office of the Clerk-Treasurer, pursuant to IC 36-5-4-14.

**Be It So Ordered.**

**DULY, PASSED, ADOPTED AND ORDERED** by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 11<sup>th</sup> day of November, 2013 having passed by a vote of 3 in favor and 0 opposed.

**TOWN COUNCIL OF THE  
TOWN OF HIGHLAND, INDIANA**

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

2. **Works Board Order No. 2013-57:** An Order Approving and Authorizing An agreement between NIES Engineering, Inc., and the Town of Highland through its Board of Works and its Board of Waterworks Directors to perform Professional Design Engineering Services for the Sycamore Avenue Water Main Replacement Project and the CDBG Funded Resurfacing Project.

Councilor Herak moved the passage and adoption of Works Board Order No. 2013-57. Councilor Kuiper seconded. Upon a roll call vote, there were three votes and no negatives. The motion passed. The Order was adopted.

TOWN OF HIGHLAND  
BOARD OF WORKS  
ORDER OF THE WORKS BOARD NO. 2013-57

AN ORDER APPROVING AND AUTHORIZING AN AGREEMENT BETWEEN NIES ENGINEERING, INC., AND THE TOWN OF HIGHLAND THROUGH ITS BOARD OF WORKS AND ITS BOARD OF WATERWORKS DIRECTORS TO PERFORM PROFESSIONAL DESIGN ENGINEERING SERVICES FOR THE SYCAMORE AVENUE WATER MAIN REPLACEMENT PROJECT AND THE CDBG FUNDED RESURFACING PROJECT

**Whereas,** The Town Council and the Board of Waterworks Directors have heretofore determined that a need exists to replace certain water mains and then resurface the public way known as Sycamore Avenue; and

**Whereas,** NIES Engineering, Inc., (Consultant) has offered and presented an agreement to provide and furnish professional design engineering services in support of the Water main replacement Project as well as the resurfacing project for Sycamore Avenue in consideration for fees to be charged and billed in a lump sum of the value of the services at completion, in an amount not to exceed fifty-five Thousand Dollars and 00/100 cents (\$55,000.00); and

**Whereas,** There are sufficient and available appropriations balances on hand to support the payments under the agreement, pursuant to IC 5-22-17-3(e); or

**Whereas,** The Board by a vote of at least two-thirds in the affirmative has determined that it is expedient and in the best public interest to employ professionals for the planning and financing of the work, such that it is expected that there will be sufficient and available appropriations balances on hand to support the payments for these services under the agreement, pursuant to IC 36-1-12-3.5; and

**Whereas,** The Town of Highland, through its Town Council acting as the municipal works board now desires to accept and approve the agreement for services as herein described.

**Now Therefore Be it Ordered** by the Town Council, acting as the Works Board of the Town of Highland, Lake County, Indiana as follows:

**Section 1.** That the Professional Design Engineering Services Agreement (incorporated by reference and made a part of this Order) between NIES Engineering, Inc., and the Town of Highland for the Water Main Replacement Project located at Sycamore Avenue, is hereby approved, adopted and ratified in each and every respect, subject to the concurring approval of the Board of Waterworks Directors;

**Section 2.** That the Professional Design Engineering Services Agreement (incorporated by reference and made a part of this Order) between NIES Engineering, Inc., and the Town of Highland for the Sycamore Avenue resurfacing Project, is hereby approved, adopted and ratified in each and every respect;

**Section 3.** That the terms and charges under the agreement for Professional Engineering Services during Construction in the not to exceed fee amount of Fifty-five Thousand Dollars and 00/100 cents (\$55,000), further broken down as Thirty-three thousand, five hundred dollars and no cents (\$33,500) for design engineering services associated with the 8-inch Sycamore Avenue water main; Nine Thousand Dollars and no cents (\$9,000) for the 10-inch water main to be installed from Sycamore Avenue to Indianapolis Boulevard; and Twelve thousand, five hundred dollars and no cents (\$12,500) for the design engineering services associated with the resurfacing of Sycamore Avenue, are all found to be reasonable and fair;

**Section 4.** That the Town of Highland, through its Town Council, believes that NIES Engineering, Inc., has demonstrated professional competence and qualifications to perform the particular professional surveying services called for in the Agreement and associated project, pursuant to I.C. 5-16-11.1-5;

**Section 5.** That the contract for professional engineering services is subject to the verification of work status provisions of IC 22-5-1.7, including the inclusion or addendum of the necessary language provided in IC 22-5-1.7-11 and the filing of the appropriate affidavit;

**Section 6.** That the President of the Town Council be authorized to execute the Agreement with his signature as attested thereto by the Clerk-Treasurer.

**Be it so Ordered.**

**DULY, PASSED and ORDERED** by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 11<sup>th</sup> day of November 2013 having passed by a vote of 3 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA  
Bernie Zemen, President (IC 36-5-2-10)

**Attest:**

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

3. **Proposed Ordinance No. 1546:** An Ordinance Of The Town Of Highland Authorizing The Issuance And Sale Of Notes Of The Town For The Purpose Of Providing Funds To Be Used In The Exercising Of The Powers Of The Town, Other Matters Connected Therewith, Together With The Incidental Expenses In Connection Therewith And On Account Of The Issuance Of Notes.

Councilor Herak introduced and filed Ordinance No. 1546. There was no further action taken.

4. Action to approve overtime payments for Exempt Salaried Personnel, pursuant to Section 3 of Ordinance No. 1511 the Wage and Salary Ordinance, as amended and Section §4.03.01 of the Compensation and Benefits Ordinance. This waives the provisions of Section § 2.01 of the Compensation and Benefits Ordinance.  
*4.1 The Metropolitan Police Chief requests favorable action for R. Potesta, who is an exempt salaried employee, and investigations division commander, in the amount of \$200 for work associated with Highland Grove Mall Special Security.*

Councilor Kuiper moved to approve the overtime payments as presented. Councilor Herak seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The overtime payment for a salaried supervisory person was approved.

5. Action to approve pay for employee at higher than starting pay for the range of the position, pursuant to Section 2 (a) of Ordinance No. 1511 the Wage and Salary Ordinance, as amended; and

Action to approve appointment or employment of full-time employee, pursuant to Section §3.03 of the Compensation and Benefits Ordinance.

*The Building Commissioner is seeking to hire Patricia Nagy as Inspection Clerk, to succeed Susan Murovic. The Building Commissioner wishes to start the prospective employee at \$10.75 per hour. The wage and salary ordinance provides a range starting at \$7.40 per hour extending to \$12.75 per hour.*

Councilor Kuiper moved to authorize and approve the hiring of Patricia Nagy at the wage of \$10.75 Councilor Herak seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The hiring and the higher than starting pay was approved.

## NEW BUSINESS

Councilor Herak having voted in the prevailing side, moved to reconsider the Advisory Board of Zoning Appeals Docket: Petition for a Use Variance for property located 2725 Garfield, Highland, to allow use of the property as a single family use in property which is currently zoned as B-2 Central Business District. Councilor Kuiper seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The Use variance could be reconsidered.

- **Advisory Board of Zoning Appeals Docket:** Petition for a Use Variance for property located 2725 Garfield, **Highland**, to allow use of the property as a single-family use in property, which is currently, zoned as B-2 Central Business District. Petitioner: **Constance E. Bell** 444 Putter Point Court, Naples Florida. The Advisory Board of Zoning Appeals by a vote of three (3) in favor and zero (0) opposed acted to **favorably recommend the request for the use variance** for the property. The ABZA acted at its meeting of 23 October 2013. The findings of fact were memorialized and the board approved the facts in written form at its meeting of \_\_\_\_\_ 2013. (90 days ends 21 January 2014).

Councilor Kuiper moved to approve the Use Variance as requested and favorably recommended. Councilor Herak seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The favorable recommendation was accepted and the Use variance was approved.

#### **Comments from the Town Council Members**

(For the Good of the Order)

- **Councilor Mark Herak:** *Park and Recreation Board Liaison • Budget and Finance Chair • Liaison to the Board of Sanitary Commissioners • Liaison to the Community Events Commission • Liaison to the Park and Recreation Board.*

Councilor Herak expressed his sympathies to the Vassar family, on the recent death of Larry Vassar, Dad to the Assistant Police Chief and to Councilor Vassar.

Councilor Herak recognized the Parks and Recreation who reported that the Five-year plan was being revised.

Councilor Herak recognized the Public Works Director who reported on various public works projects.

- **Councilor Konnie Kuiper:** *• Fire Department, Liaison • Town Board of Metropolitan Police Commissioners Liaison • Chamber of Commerce Liaison.*

Councilor Kuiper recognized the Fire Chief who reported on a fire call made earlier in the day.

Councilor Kuiper also expressed sympathies to the Vassar Family, recalling his years of service with the Late Larry Vassar on the Highland School Board.

- **Council President Bernie Zemen:** *Chamber of Commerce Liaison • Liaison to the Board of Waterworks Directors. • Municipal Executive • Chairman of the Board of Trustees of the Police Pension Fund (1925 Law).*

Council President Zemen reminded all of his radio show airing the next day on radio station WJOB. He further expressed sympathies to the Vassar Family and to the family of James Courtright, noting that the deceased Mr. Courtright had constructed a vast and stunning Christmas decorative display at the house on 41<sup>st</sup> Street and O'Day Drive, Highland.

#### **Comments from Visitors or Residents:**

1. Dr. Thaddeus Radziwiecki, D.P.M., 3316 Ridge Road, Highland, inquired about the excavation and ridge hill reduction that was underway at the southwest corner of Ridge Road and Grace Street, which is owned by the Faith Reformed Church on Lincoln and Grace Street. Dr. Radziwiecki further inquired why Town employees were removing sand from the site and how the project was authorized.

It was noted that the sand was given to the Town by the Faith Church provided the Town could transport and retrieve it.

Dr. Radziwiecki further inquired about any ingress or access that may have been granted from Ridge Road.

2. Randy Frets, 3324 Ridge Road, Highland, inquired on behalf of a neighbor about the drainage and the retention of surface water from the surrounding homes.
3. Rod Ladd, 3345 Lincoln Street, Highland, expressed displeasure with the project, expressing particular displeasure regarding the lack of advance public



information regarding the project by the Town and the Church and skepticism regarding the sufficiency of water retention.

4. Pat Velasco, 3317 Lincoln Street, Highland, expressed concern regarding increased traffic volume and unfavorable traffic patterns that may ensue owing to the project to create the parking lot from the Ridge site.
5. Mary Hackett, 3320 Ridge Road, Highland, characterized the Ridge as a "historic land form", and expressed her disapproval of the project.
6. Dr. Thaddeus Radziwiecki, D.P.M., 3316 Ridge Road, Highland, inquired about possible future permitted uses that may come about at the site.
7. Randy Frets, 3324 Ridge Road, Highland, expressed concerns about the sufficiency or adequacy of the protection from the drop-off at the excavation site.

**Payment of Accounts Payable Vouchers and Approval of Payroll Dockets.** There being no further comments from the public, Councilor Herak moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period October 29, 2013 through November 11, 2013. Councilor Kuiper seconded. Upon a vote *viva voce*, the motion passed. The accounts payable vouchers for vendors as well as the payroll dockets were allowed and the Clerk-Treasurer was authorized to make payment.

**Vendors Accounts Payable Docket:**

**General Fund, \$231,136.29; Motor Vehicle Highway and Street (MVH) Fund, \$21,191.67; Local Road and Streets Fund, \$9,926.40; VIPS/Parks Public Safety Fund, 1,015.35; Law Enforcement Continuing Education, Training and Supply Fund, \$1,014.96; Flexible Spending Account Agency Fund, \$1,129.38; Insurance Premium Fund, \$141,723.59; Gasoline Agency Fund, \$18,625.84; Information and Communications Technology Fund, \$3,957.65; Solid Waste District Grant Fund, \$434.87; Police Pension Fund, \$59.08; General Improvement Fund, \$60.00; Traffic Violations and Law Enforcement Agency Fund, \$13,504.00; Corporation Capital Fund, \$230,237.88; Payroll Fund, \$2.20; Total: \$678,016.96.**

The Town Council President announced that the Town Council would be meeting in a study session immediately following the plenary business meeting particularly conferring with the municipal department heads.

**Adjournment.** Councilor Kuiper moved that the plenary meeting be adjourned. Councilor Herak seconded. Upon a vote *viva voce*, the motion passed. The regular plenary meeting of the Town Council of Monday, November 11, 2013 was adjourned at 8:07 O'clock p.m.

**Study Session.** The Twenty-Seventh Town Council of the Town of Highland, Lake County, Indiana met in a study session immediately following the regular meeting on Monday, November 11, 2013 at 8:15 O'clock P.M. in the regular place, the upper meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

**Silent Roll Call:** Councilors Mark Herak, Konnie Kuiper and Bernie Zemen were present. Councilor Dan Vassar was absent to mourn the death of his father, Larry Vassar. The fourth ward council seat is vacant owing to the November 1 resignation of Brian Novak.. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

**Also Present:** Rhett L. Tauber, Town Attorney; John M. Bach, Public Works Director; Peter T. Hohnicki, Metropolitan Police Chief; Alex M. Brown, CPRP, Parks and Recreation Superintendent; William R. Timmer, Jr., CFOD, Fire Chief; and Kenneth J. Mika, Building Commissioner were also present.

Dennis Adams of the Town Board of Metropolitan Police Commissioners and Ed Dabrowski, CBL Consulting, were also present.

**General Substance of Matters Discussed.**

1. The Town Council discussed with the Town Attorney the timetable associated with the capital financing of the Public Safety Facility, which is a project authorized by the Town Council by action in October.
2. The Town Council given voice by Councilor Herak requested that that the Metropolitan Police Chief be prepared to report to the Town Council on the pros and cons of acquiring a new or replacement police dog. It was noted that members of the Town Council were not inclined to support the acquisition of new one, at this time.
3. The Town Council given voice by Councilor Herak requested that the Public Works Director and the Parks and Recreation Superintendent be prepared to report at the next study session on the efficacy of assigning added tasks for the public works employees who work the stand-by midnight shift to perform tasks in the Lincoln Center.
4. The Town Council given voice by Councilor Herak asked the Public Works Director to develop recommendations for next year to increase the volume of leaf collections and to retrieve more quickly these leaves than the current schedule provides.
5. The Town Council given voice by Councilor Herak engaged in colloquy with the Public Works Director, the Parks and Recreation Superintendent and the Building Commissioner regarding the merits of widening the portion of Lincoln Street between Kennedy Avenue and the railroad tracks near second street.
6. The Town Council discussed taking steps to eliminate the Library Board and the School Board seats on the Park and Recreation Board. An ordinance to amend the municipal Code was to be prepared.

The post meeting study session on Monday, November 11, 2013 was adjourned at 8:42 p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer